

3.1 CONSULTANCY REPORT

Responsible Senior Officer: Danny Wain, Chief Financial Officer

RECOMMENDATION

That Council notes the attached summary of completed and current Consultancy engagements for the 6 months to 30 June 2022.

INTRODUCTION

Council's Procurement Policy requires that a Consultancy Register be maintained and updates to the register are circulated to the Council bi-annually.

BACKGROUND

Council's Procurement Policy Clause 2.3.2.7 states that a Consultancy register will be maintained as a record of Consultancy engagements above \$20,000.

Consultancy¹ is defined as a service that facilitates decision making through

- Provision of expert analysis and advice; and/or
- Development of a written report or other intellectual output

For clarity, exclusions from Consultancy include

- Building and works design, construction and related services including fit out;
- Research or project management where recommendations are not provided; and
- Routine accounting, audit, taxation services;
- Routine legal services.

As a minimum, Council will record the following information for each Consultancy over \$20,000 that ends within the reporting period:

- brief description of the consultancy project;
- name of the consultancy firm and principal consultant;
- contract or approved value and end cost;
- start date and completion dates;

A list of completed and current consultancy engagements for the periods ending 30 June and 31 December every year are to be circulated to the Council biannually.

CONCLUSION

Completed and current Consultancy engagements for the 6 month period to 30 June 2022 are attached for noting by Council.

¹This definition of Consultancy (together with the exclusions listed above) is consistent with the definition provided by the Department of Treasury and Finance, Guidance note to Financial Reporting Direction (FRD) 22H.

Completed Consultancy Engagements for the 6 month period ending 30 June 2022

Description of Project	Consultancy	Initial Approved Value (Ex GST)	Total Cost (Ex GST)	Start Date	Completion Date	Responsible Director
Expert advice on the traffic and transport for the Suburban Rail Loop East Environment Effects Statement (EES) process.	Traffix Group Pty Ltd	\$45,455	\$32,235	20/12/2021	1/05/2022	Director, City Development
Expert advice on the rail infrastructure for the Suburban Rail Loop East Environment Effects Statement (EES) process.	Ranbury Management Group Pty Ltd	\$45,455	\$22,550	4/01/2022	1/05/2022	Director, City Development
Jack Edwards Reserve Pavilion Redevelopment options analysis	OCIO	\$15,080	\$18,509	16/12/2021	30/06/2022	Director, Community Services
Oakleigh Golf Course Analysis	Inside Edge Sport And Leisure Planning Pty Ltd	\$100,000	\$94,470	15/11/2021	30/06/2022	Director, Community Services
Expert advice to assist with the tender for advanced waste processing	MRA Consulting Group	\$50,909	\$82,672	31/01/2022	1/04/2022	Director, Infrastructure and Environment
Undertake survey and analysis of results of community wide survey for weekly food waste bin collection	JWS Research Pty Ltd	\$98,450	\$107,900	24/12/2021	30/04/2022	Director, Infrastructure and Environment
Conservation Management Plans (inc Biodiversity Monitoring) for Oakleigh Golf Course, Bogong Reserve & Mulgrave Reserve	Practical Ecology Pty Ltd	\$36,000	\$32,100	1/09/2021	31/03/2022	Director, Infrastructure and Environment
Development of the Monash Future Libraries strategic plan	Roger Henshaw Consultancy Services	\$45,454	\$42,500	13/04/2022	30/06/2022	Director, Community Services
Hughesdale Local Area Traffic Management Study.	Quantum Traffic	\$27,273	\$29,950	1/08/2021	30/06/2022	Director, City Development

Current Consultancy Engagements for the 6 month period ending 30 June 2022

Description of Project	Consultancy	Initial Approved Value (Ex GST)	Total Cost as at 30/06/2022 (Ex GST)	Start Date	Completion Date	Responsible Director
Preparation of an Urban Design Framework for Dandenong Road and Springvale Road major boulevards	Tract Consultants Pty Ltd	\$97,500	\$84,550	28/09/2020	In Progress	Director, City Development
Development of Policy & Guidelines for Student and Shared Accommodation	SGS Economics & Planning Pty Ltd	\$72,727	\$56,325	1/03/2021	In Progress	Director, City Development
Develop and deliver service standard training to leisure centre staff, including annual monitoring and reporting on the performance of all leisure centres (3 + 3 year contract term)	Bon Golf Pty Ltd	\$600,000	\$244,100	1/03/2020	In Progress	Director, Community Services
Property Advice Suburban Rail Loop Authority	M21 Advisory Pty Ltd	\$44,280	\$40,073	1/09/2020	In progress	Director, City Development
Development of a two year Monash Innovate Reconciliation Action Plan	Indigenous Employment Partners	\$31,818	\$32,470	1/07/2021	In Progress	Director, Community Services
Feasibility study into the effectiveness of reusable nappy programs in Council communities to reduce waste to landfill	WSP Australia Pty Ltd	\$119,995	\$11,550	1/11/2021	In Progress	Director, Infrastructure and Environment
Expert urban design advice for the Suburban Rail Loop East Environment Effects Statement (EES) process.	Hansen Partnership Pty Ltd	\$45,455	\$13,575	13/12/2021	In Progress	Director, City Development
Advice for Council's Open Space & Affordable Housing Strategies.	SGS Economics & Planning Pty Ltd	\$35,000	\$22,500	12/11/2021	In Progress	Director, City Development

Professional Services for the future of School Crossings	The Agenda Group	\$15,000	15000	13/05/2020	In Progress	Director, City Development
Sportsground service level review including service standards, work programs and machinery	Xyst Australia Pty Ltd	\$39,903	\$0	31/03/2022	In Progress	Director, Community Services